

GREAT SHELFORD PARISH COUNCIL

Finance & General Purposes Committee

Chair: Councillor Malcolm Watson

27th November 2019

All members of the above Committee are hereby summonsed to attend a Meeting of the Finance & General Purposes Committee to be held on Wednesday 4th December 2019 in the Sports Pavilion, Woollards Lane, Great Shelford, commencing at **1900hrs** for the purposes of considering and resolving the business to be transacted as set out below

Mike Winter
Parish Clerk

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A G E N D A

1. To receive apologies for absence.
2. To receive declarations of interest.
3. Public Session
The meeting will be adjourned for up to 10 minutes when members of the public will be able to ask questions of the Council and put forward points of view in respect of the business on the agenda
4. To Receive and adopt the Minutes of the Parish Council meeting held on 20th November 2019
5. To Consider matters arising from meeting of 20th November 2019 (new information only).
6. To Approve Chairs action on the following
 - a) Authorised additional £250 expenditure for Safety Lighting in the Car Park on Sunday 1st December 2019.
7. To Review and Approve Financial monthly accounts for payment and Note receipts Period, month of December 2019 (Note.
 - a) Invoices received at 3rd December and known payments to 31st December 2019
8. To Review 2019 / 2020 Financial Plan
 - a) YTD Expenditure v Budget (To November 2019 accounts)
 - b) Forecast Expenditure to End March 2020
9. To Review Budget Plan for 2020/2021 and subsequent Precept recommendation for approval at Parish Council meeting on Wednesday 15th January 2020
10. To Review Financial or other RISKS to the Parish Council
11. To Review and Approve any staff salary variations
12. To Review the bank mandates for all accounts
13. To Review bank Standing Orders or Direct Debits for all accounts
14. To Review Annual Standard Parish Council Charges as applied from 1st April 2020
15. To Review and Update the Asset register as necessary
16. To Review and approve all Insurances held and their values
17. To Receive an Update from the Clerk on Village related Issues since Parish Council Meeting on 20th November 2019
18. To Review new external Correspondence
19. To Consider matters for future agenda consideration
20. To Review Parish Council Reminders
21. Close Parish Council F&GP Committee meeting